**EXAMPLE FOLLOW-UP EMAIL TO NEW FOOD DONOR:**

It was a pleasure connecting with you recently. Thank you for becoming a part of the Clark Neighbors Food Project! Your bi-monthly, non-perishable donations are greatly appreciated and go a long way in keeping local food pantries' shelves stocked year-round with healthy foods.

I left your reusable Green Bag on your front porch this afternoon [modify as needed]. Please let me know if you didn’t find it.

**The next Green Bag pick-up is Saturday, [date]. Please leave your filled bag on your porch by 9:00 am, and I’ll swing by shortly therafter to pick it up.**

These are the types of foods the various food pantries are especially interested in receiving, but you are not limited to only these items:

         Canned meat and fish (such as tuna, chicken, salmon)

         Canned or dried beans

         Whole-grain foods (such as breakfast cereal, whole wheat pasta, brown rice)

         Shelf-stable milk

         Soups, chilis and stews (preferably with reduced sodium and reduced fat)

         Foods high in nutrients (such as canned fruits and vegetables - preferably with reduced sodium or reduced sugar)

         Peanut butter

**2020 Collection Dates (second Saturdays of EVEN months):**

          August 8

         October 10

         December 12

Please let me know if you have any questions. And thanks again for participating.

Your Neighborhood Coordinator,

**Your Name**

Your address

Your cell phone

Your email address

**Check us out at:**

[**www.clarkfoodproject.org**](http://www.clarkfoodproject.org/)

[**www.facebook.com/clarkfoodproject**](http://www.facebook.com/clarkfoodproject)